

**DEPARTMENT HEAD MEETING
MINUTES February 10, 2006**

PRESENT:

Hayden Bentley, Sheriff	Doug Kerley, Building Codes Enforcement
Pete Bunn, Public Buildings Supervisor	Josh Mitchell, Solid Waste Department
Garry Bradshaw, Animal Control Director	Tonya Mitchell, Soil & Water Department
John Byrd, Solid Waste Department	Linda Mundy, Elections Director
Greg Cronk, I.T. Director	Barbara Poole, Veterans Service Director
Bradley Earp, EMS Director	Jon Presnell, Recreation Director
Rick French, County Manager	Anita Price, Resource Center Director
Russell Greene, Emergency Services Dir.	Lenny Rogers, Cooperative Extension Director
Sandra Gregory, Human Resources Dir.	Jamie Starnes, Clerk to the Board
Jennifer Herman, Finance Director	Luther Stocks, Tax Administrator
Ben Hines, Register of Deeds	Sylvia Turnmire, Planning & Development Dir.
Gary Hoyle, Library Director	Leeanne Whisnant, Health Director
Karen Hoyle, DSS Director	Linda Williams, Financial Analyst
David Icenhour, Economic Development	Renee Williams, Sheriff's Department

The February Department Head Meeting was held on Friday, February 10, 2006 at 8:30 AM in Room 103 of the CVCC / Alexander Center, Taylorsville, North Carolina. Breakfast was served prior to discussion.

DISCUSSION OF ALEXANDER COUNTY ISSUES

The following issues were discussed:

March Department Head Meeting

Rick French, County Manager, stated that the next Department Head Meeting would be held at Alexander's Family Restaurant because the Administration Building Conference Room was not available for meetings yet.

Future Commissioners' Meetings

Mr. French reviewed the Commissioners' Meeting Schedule for the next few months: February 20th, March 13th and 27th, April 10th and 24th.

Medicaid Relief

Mr. French informed everyone that the N.C. Association of County Commissioners Medicaid Relief Task Force would be recommending a proposal to alleviate the burden of Medicaid costs from North Carolina counties. The proposal includes the state taking all Medicaid costs from counties in exchange for a one cent sales tax. Mr. French stated that most counties in the state were in favor of this proposal.

Medical Insurance Changes

Mr. French reiterated that the County's medical and prescription drug coverage would be changing effective July 2006. Medical coverage will be provided by Cigna and prescription drug coverage will be through Caremark. He pointed out that detailed information regarding the change would be distributed at the next Department Head Meeting.

County Budget Discussion

Jennifer Herman, Finance Director, and Linda Williams, Financial Analyst, distributed budget memos which included guidelines and instructions for the 2006-2007 budget process as well as the budget worksheet discussed at the last Department Head Meeting. Ms. Herman reviewed each item included in the budget memo (attached) and explained how to use the new budget worksheet.

Ben Hines, Register of Deeds, asked if capital outlay items would be allowed during this 2006-2007 budget year. Ms. Herman replied that only replacement items would be considered and other items on a case by case basis depending on circumstances. Mr. Hines also asked if department heads would be able to address the Board of Commissioners with requests. Mr. French replied that department heads would have the opportunity to meet with the Finance Committee which consisted of him, Ms. Herman, and 2 commissioners.

Leeanne Whisnant, Health Director, asked how copier costs needed to be figured into budget requests due to the copier consolidation contract. Ms. Herman replied that departments included in the copier consolidation that owned their copiers or had copiers with expired leases would not need to include any expenses in the budget requests. However, she noted that departments not included in the consolidation or departments whose copier leases had not expired did need to include those costs.

Ms. Herman also mentioned that Craig Mayberry had been hired as the County's new Purchasing Agent. She stated that Mr. Mayberry would be meeting with each department head to determine the most frequently purchased items so that bulk purchases could be made to save money. Ms. Herman also noted that Mr. Mayberry needed to be involved with annual service agreements for departments.

Mr. Hines asked if department heads needed to contact Mr. Mayberry before any purchases were made. Ms. Herman replied that it would be a good idea to check with Mr. Mayberry before purchasing supplies to see if he had made contact with any vendors that provided lower costs for those items.

Additional Information

Mr. French informed everyone that Bradley Earp, EMS Director, had returned to work and was present today at the meeting. Everyone welcomed Mr. Earp back.

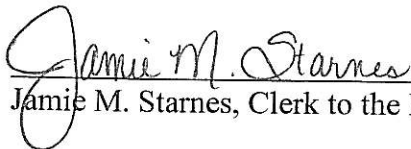
Sylvia Turnmire, Director of Planning & Development, mentioned that the Hurricane Relief Meeting would be held following adjournment of the Department Head Meeting.

Russell Greene, Emergency Services Director, stated that he or Sandra Gregory, Human Resources Director, may be contacting some department heads to serve on the Safety Committee. He also asked that department heads who were missing fire extinguishers to pick them up at his office.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:05 AM.

Respectfully Submitted,



Jamie M. Starnes, Clerk to the Board